

**Yarnell Regional Community Center  
Board of Directors Meeting  
October 9, 2018  
2:30 pm at the YRCC**

**Board Members Present:** Leah Tidey, Michelle Jacobson, Frances Lechner, Steve Spense, Phyllis Billeter, Rebecca Wilks.

**Board Members Absent:** Joyce Dennison

**Staff Present:** Mike Dixon, Tiffany Dixon

**SAA's Present** - Margaret Page (Congress), Jeri Lea Hopf (North Ranch)

**SAA's Absent** - Glenda and Mac McBryer, Barbara Coleman (Wilhoit)

**Guests** - Donna Twiggs, Dick Bugola

Meeting was called to order at 2:30pm by Michelle Jacobson, President

**Minutes of Sept 11, 2018** - Motion to approve by Frances, 2<sup>nd</sup> by Steve. Rebecca asked if Minutes were available on the website? Not yet but Mike is going to post 12 months at a time.

## **Reports**

**Treasurer's Report** - In file. Motion to approve 1 Rebecca 2 Steve.

**Executive Director Report** - In file.

Additional notes - Security, things disappear from the sheds. We need to be prepared to confront people and those caught on camera. Donna asked, "from a volunteer standpoint, what can we do when we see theft happening?" New insurance company - beginning November 1, 2018 the YRCC will begin using Philadelphia Insurance Company. Motion to approve 1 Frances, 2 Rebecca, Board approved. Insurance policy comparison in file. Regarding the Abuse & Molestation line item on the insurance policy - the YRCC does not have one. Mike to send Rebecca wording and Rebecca will get into the Policy & Procedure Manual.

## **Committee Reports**

**Fundraising:** Phyllis - change the timeframe of the Fair to 10am - 2pm. Change the time of year to October when it is cooler? Subcommittee to decide. Michelle

asked if it was worth the amount of work for the income? Margaret said the drum circle a total failure. Kid Zone not worth it; just put all the games together. Marsha Lohr left the Fair early due to illness but will do readings at Lohrwood Halloween Party and donate the proceeds to the YRCC. The Fair made money on food; the pie contest was very popular, and we need more pie entries next time. Don't do the Beer Garden and we will save the \$50 permit fee. Need more music and a Stage Manager. Need more kids to show up; how do we encourage families to come to the Fair? The school property needs regular maintenance throughout the year; we spent too much time the week prior to the Fair getting it ready. Maybe look for another location. Michelle suggested we try it at the school for one more year? Phyllis said there needs to be a YRCC sub-committee to tackle next year so all the responsibility doesn't fall on her. Margaret reported that she heard comments there were not enough activities for adults and not enough variety of food. Phyllis to send an e-mail for a meeting to form a committee to plan the next Fair and decide if another Fair is worth the effort.

**Executive:** Like to see the YRCC as a sustainable building with a new facility down the road. Update the outside of the building; use the Potter's House.

The YRCC is now a qualifying charitable organization. The tax credit #21047. We need to get the word out using the newsletter, Yellow Sheet, kiosk at the YRCC.

**Outreach: SAA's** - Margaret needs more YRCC foldable brochures.

Jeri Lea - New Manager, Bert Smith, at North Ranch is open to Club Yarnell events. Jeri Lea will pass along information for him to contact Jerry Florman or Frances Lechner.

Mike reported for Wilhoit - passed around a picture of the proposed Tree of Remembrance. Copy in file.

**Club Yarnell:** Frances reported three events for November are planned. Possible event to make Christmas cards, crafts, etc in December? Pajama Party - donate new jammies to kids. January 2019 Mixer will be 1/19/19 to meet new people and introduce them to the YRCC and other local organizations. Jerry is needing a break; Joyce has expressed an interest in taking Jerry's place.

## **Development Coordinator**

Report in file.

## **BUSINESS**

**Org & Ops Policy Manual review:** Rebecca has copies of four policies from Joan and has incorporated Board comments. Motion to approve Policy & Procedure Development, COI Policy, Whistleblower Policy, and Board Ethics Policy, as written, with grammatical corrections to follow 1 Rebecca 2 Frances.

**Board Assessments** - done. Any interest in a Board retreat? Consensus was to wait until after the elections. Maybe April or May to include the new board members.

**Thrift Store Advisor Position:** Quite a few applications. Three of interest and two interviews. Hired Tiffany Dixon; she will report to Michelle and the Board.

**By-Law Review:** Discussion as to whether February or April 2017 were most up-to-date; Secretary being responsible for agenda, amount of board members and quorum. Consensus was that a quorum would be majority of board. By-Laws to be reviewed and ready for annual meeting in February 2019.

**Community Mixer:** See above notes.

## **OLD BUSINESS**

**November meeting location:** Walnut Grove location is iffy based on weather. Frances suggested to check the weather on Friday before the meeting and if it is bad move the meeting to the YRCC. 3:00pm in Walnut Grove (weather permitting) or 2:30pm at the YRCC. Margaret suggested a future meeting at the Congress Resource Center.

**Deluxe Raffle:** Needs more advertising and drawing needs to be soon.

**Organizational Chart** - have updated chart. In file.

**D&O Insurance:** Have all board members paid? \$100 each to cover the insurance.

Noted - next meeting is November 13 at 3:00pm at Walnut Grove (weather permitting) or @2:30pm at the YRCC.

Adjourned at 4:10pm, motion by Frances and 2<sup>nd</sup> Rebecca.